

MINUTES OF THE
PERSONNEL COMMITTEE
THURSDAY, JANUARY 24, 2008

At a meeting of the **Personnel Committee**, held Thursday, January 24, 2008, in the Board Room, on the 9th Floor of the Administration Building, Mt. Clemens, the following members were present:

Camphous-Peterson-Chair, Brdak, Brown, Bruley, Crouchman, DeSaele, DiMaria, Doherty, Drolet, Duzyj, D. Flynn, J. Flynn, Gielegghem, Lund, Mijac, Rengert, Roberts, Rocca, Sauger, Slinde, Szczepanski, Tocco, Torrice and Vosburg.

Absent and excused were Haggerty and Switalski.

There being a quorum of the committee present, Chair Camphous-Peterson called the meeting to order at 9:02 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

MOTION

A motion was made by Rengert, supported by Sauger, to adopt the agenda, as presented.
The Motion Carried.

MINUTES

MOTION

A motion was made by Rengert, supported by Duzyj, to approve the October 15, 2007 minutes of this committee, as written. **The Motion Carried.**

RECOGNIZE RECENT RETIREES

The following individuals were present:

Carol Guttovz	12 years 2.6 months
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The following individuals were unable to be present:

Patricia Barnard	8 years .5 months
Louise Fecko	14 years 3 months
Michael Peltier	10 years 6.7 months
James Duhadway	17 years 3.8 months
Suzy Lincoln	20 years 9.6 months

Leilani Radloff	13 years 2 months
Kay Moon	16 years 7.7 months
Linda Baade	8 years 3.9 months
Sheila Vitale	24 years
Martin Laus	18 years 4.7 months
Theodore Stabley	23 years 10 months
Christine Tringali	17 years 5.1 months
Ellen Germain	27 years 6.1 months

VACANCY RECONFIRMATIONS

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY SZCZEPANSKI, SUPPORTED BY RENGERT, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE RECONFIRMATION OF THE FOLLOWING VACANCIES:

ONE ASSESSOR/THERAPY COORD.	CIRCUIT COURT
ONE THERAPIST II	COMMUNITY MENTAL HEALTH
ONE COMPUTER MAINTENANCE CLERK	COUNTY CLERK/REGISTER OF DEEDS
ONE TYPIST CLERK III	EQUALIZATION
ONE LICENSED BOILER OPERATOR/ REFRIGERATION MAINTENANCE	FACILITIES AND OPERATIONS
ONE ENFORCEMENT INVESTIGATOR	FRIEND OF THE COURT
ONE COMMUNITY HEALTH TECHNICIAN	HEALTH
ONE COMPUTER MAINTENANCE CLERK	HEALTH
ONE MEDICAL EXAMINER INVESTIGATOR	HEALTH
TWO BUSINESS SYSTEMS ANALYSTS	INFORMATION TECHNOLOGY
ONE LITERACY COORDINATOR	LIBRARY
ONE PARALEGAL	PROBATE COURT – MENTAL
ONE PERSONAL PROPERTY TAX COLLECTOR	TREASURER

SUBSTITUTE COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY BRULEY, SUPPORTED BY LUND, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE RECONFIRMATION OF ANY OF THE PROPOSED VACANCIES THAT ARE 100 PERCENT GRANT FUNDED, INCLUDING BENEFITS, AND POSTPONE ALL OTHERS UNTIL THE FEBRUARY MEETING.

Commissioner Duzyj referred to the letter from Probate Court Judge George and asked if their position is grant funded. Mr. Herppich replied no. Commissioner Duzyj requested a friendly amendment that the position be approved for reconfirmation. Commissioner Bruley stated that all of the letters indicate a need, but he wanted to handle them as a group.

Commissioner Rengert questioned the impact of postponing the LPN at Martha T. Berry. Ms. Savalle-Dunn stated that because of the minimum staffing requirements, she will have to offer overtime or use an agency if there is a need.

Commissioner Rengert asked if the maker of the motion will exclude those types of positions from the motion. Commissioner Bruley stated that the backup information does not include the effect of the position and felt more detail is needed. He did not feel employees should be hired when there is the possibility of laying off personnel.

Commissioner Rengert asked if the Chair would be willing to include the additional information for the next meeting and Chair Camphous-Peterson concurred.

AMENDMENT

A MOTION WAS MADE BY DUZYJ, SUPPORTED BY DOHERTY, TO APPROVE THE RECONFIRMATION OF ONE PARALEGAL FOR PROBATE COURT – MENTAL.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

VOTING YES WERE CROUCHMAN, DOHERTY, J. FLYNN, RENGERT, SAUGER, SZCZEPANSKI, DUZYJ AND CAMPHOUS-PETERSON. THERE WERE 8 “YES” VOTES.

VOTING NO WERE BRDAK, BROWN, BRULEY, DeSAELE, DROLET, D. FLYNN, GIELEGHEM, LUND, MIJAC, ROBERTS, ROCCA, SLINDE, TOCCO, TORRICE AND VOSBURG. THERE WERE 15 “NO” VOTES.

THE MOTION WAS DEFEATED.

A ROLL CALL VOTE WAS TAKEN ON THE SUBSTITUTE MOTION AS FOLLOWS:

VOTING YES WERE BRDAK, BROWN, BRULEY, CROUCHMAN, DeSAELE, DOHERTY, DROLET, D. FLYNN, J. FLYNN, GIELEGHEM, LUND, MIJAC, RENGERT, ROBERTS, ROCCA, SAUGER, SLINDE, SZCZEPANSKI, TOCCO, TORRICE, VOSBURG, DUZYJ AND CAMPHOUS-PETERSON. THERE WERE 23 “YES” VOTES.

THE MOTION CARRIED.

REPORT ON IMPACT OF 10 WEEK HIRING DELAY POLICY

MOTION

A motion was made by Szczepanski, supported by Torrice, to receive and file a report on the impact of the 10 Week Hiring Delay Policy. **The Motion Carried.**

APPROVE TITLE CHANGE ONLY FOR TWO STATION OPERATORS TO EQUIPMENT OPERATORS IN OFFICE OF PUBLIC WORKS

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY DeSAELE, SUPPORTED BY J. FLYNN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE A TITLE CHANGE ONLY FOR TWO POSITIONS CURRENTLY CLASSIFIED AS STATION OPERATOR TO EQUIPMENT OPERATOR IN OFFICE OF PUBLIC WORKS. **THE MOTION CARRIED.**

APPROVE COMPLETION OF MANAGEMENT TRAINING PROJECT

Mr. Herppich stated that his memorandum provides a summary of the training that was provided. He said he is recommending that the program be provided once a year for employees either newly hired or promoted to a supervisory or management position and the funding can be absorbed by the Human Resources Department operating budget. He said that for the approximately 90-100 supervisors that have not completed the training in 2007, the cost of \$65,840 will not be able to come out of his budget. He noted that the funds for the initial phase came out of the Contingency Account.

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY VOSBURG, SUPPORTED BY SAUGER, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE COMPLETION OF THE SUPERVISORY TRAINING PROGRAM AS OUTLINED IN A JANUARY 16, 2008 CORRESPONDENCE FROM THE ACTING DIRECTOR OF THE HUMAN RESOURCES DEPARTMENT. **THE MOTION CARRIED.**

APPROVE EXTENSION OF BUDGETARY VOLUNARY FOUR-DAY WORKWEEK PROGRAM

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY DOHERTY, SUPPORTED BY SLINDE, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE AN EXTENSION OF THE VOLUNTARY FOUR-DAY WORKWEEK PROGRAM UNTIL DECEMBER 31, 2008. **THE MOTION CARRIED.**

**EXECUTIVE SESSION TO DISCUSS LABOR NEGOTIATIONS AND CONFIDENTIAL
MEMORANDUM FROM CORPORATION COUNSEL DATED DECEMBER 20, 2007**

MOTION

A motion was made by Slinde, supported by J. Flynn, to enter into Executive Session for the purpose of discussing labor negotiations and confidential memorandum from Corporation Counsel dated December 20, 2007. **The Motion Carried.**

In accordance with the motion, committee entered Executive Session at 9:22 a.m., with it concluding at 10:21 a.m.

NEW BUSINESS

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY BRULEY, SUPPORTED BY TOCCO, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THAT THE HUMAN RESOURCES DEPARTMENT AND CORPORATION COUNSEL BE DIRECTED TO ENSURE THAT IN THE CONTRACT FOR ANY NEW DIRECTOR HIRED, IT BE MADE VERY CLEAR THAT THIS IS AN “AT WILL” AGREEMENT, AND THAT IN THE FUTURE, ANY AGREEMENTS FOR DIRECTOR POSITIONS BE VERY CLEAR THAT IT IS AN “AT WILL” POSITION.

MOTION

A motion was made by Brown, supported by Doherty, to suspend the rules to allow a motion to be made regarding designation of director positions as “at will.”

A roll call vote was taken as follows:

Voting Yes were Brdak, Brown, Bruley, DeSaele, DiMaria, Doherty, D. Flynn, J. Flynn, Gielegheem, Mijac, Rengert, Roberts, Rocca, Slinde, Tocco, Torrice, Duzyj and Camphous-Peterson. There were 18 “Yes” votes.

Voting No were Lund, Sauger and Vosburg. There were 3 “No” votes.

The Motion Carried.

Commissioner Bruley stated that new directors should serve at the pleasure of this Board and should know that when they accept the position. He noted that there are a couple of vacant director positions.

MOTION

A motion was made by Lund, supported by Vosburg, to postpone this until the February Personnel Committee meeting.

Commissioner Lund agreed with Commissioner Bruley, but felt the Board rules should be adhered to and the Board will be aware that this is on next month's agenda and will have time to think about this.

Commissioner Bruley stated that this was previously discussed, but was never placed on an agenda.

A roll call vote was taken as follows:

Voting Yes were Crouchman, DeSaele, Drolet, J. Flynn, Lund, Rengert, Rocca, Sauger, Slinde, Vosburg and Camphous-Peterson. There were 11 "Yes" votes.

Voting No were Brdak, Brown, Bruley, DiMaria, Doherty, D. Flynn, Gielegghem, Mijac, Roberts, Tocco, Torrice and Duzyj. There were 12 "No" votes.

The Motion was Defeated.

Commissioner Bruley stated that his intent is for those departments to bring this back to the February meeting so there is no delay.

Commissioner Doherty noted that there may be some individuals interviewing for a job that does not adequately address the status of that job.

Mr. Herppich suggested that for any interviews conducted, it would be explained to them that the issue of at will will be addressed next month and may be a potential outcome as it relates to their employment.

Commissioner Doherty felt that it should also be expressed to them in writing that this is a pending issue and that if this Board adopts that and they are offered a position, it needs to be stated in the offer. She said she wants to make sure that job offers are not being extended with this issue pending.

Mr. Herppich stated that some research is needed for those department heads that are not appointed by the Board and language developed to address that.

Commissioner Doherty offered a friendly amendment to authorize the Human Resources Department and Corporation Counsel to report back in February and that any interviews for directors currently conducted include a verbal notice that at will designation is under consideration by this Board and that any offers of employment include written notification of at will status.

That was accepted by the maker and supporter.

Chair Camphous-Peterson called for a vote on the motion, as amended, and **THE MOTION CARRIED.**

The motion now reads as follows:

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY BRULEY, SUPPORTED BY TOCCO, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THAT THE HUMAN RESOURCES DEPARTMENT AND CORPORATION COUNSEL BE DIRECTED TO REPORT BACK TO COMMITTEE IN FEBRUARY REGARDING DESIGNATION OF DIRECTORS POSITIONS AS AT WILL; FURTHER, THAT ANY INTERVIEWS FOR DIRECTORS CURRENTLY CONDUCTED INCLUDE A VERBAL NOTICE THAT AT WILL DESIGNATION IS UNDER CONSIDERATION BY THIS BOARD AND THAT ANY OFFERS OF EMPLOYMENT INCLUDE WRITTEN NOTIFICATION OF AT WILL STATUS.
THE MOTION CARRIED.

ADJOURNMENT

MOTION

A motion was made by Duzyj, supported by Torrice, to adjourn the meeting at 10:42 a.m.
The Motion Carried.

Corinne Bedard
Committee Reporter